

**SANTA CLARA UNIVERSITY  
OFFICE OF AFFIRMATIVE ACTION  
VOLUNTARY DISCLOSURE FORM**

Santa Clara University is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, the University invites applicants and employees to voluntarily self-identify their race or ethnicity and gender. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and separate from your application for employment. It may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual. Completion of the information below is strictly voluntary. If you have any questions, regarding this form contact the Office of Affirmative Action at (408) 554-4178. Please submit any and all application materials to the hiring department directly.



Date: \_\_\_\_\_ Name: \_\_\_\_\_

**To which department and for what position are you applying?**

Department: \_\_\_\_\_ Position Title: \_\_\_\_\_

**Please indicate your race or ethnicity by selecting one option below. If you are Hispanic or Latino, please select the Hispanic or Latino designation. If you are not Hispanic or Latino, please select one of the other designations. In any case, please remember to check only one of the options below.**

- Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- White** (Not Hispanic or Latino): A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American** (Not Hispanic or Latino): A person having origins in any of the Black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander** (Not Hispanic or Latino): A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian** (Not Hispanic or Latino): A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaskan Native** (Not Hispanic or Latino): A person having origins in any of the original people of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Two or more races** (Not Hispanic or Latino): All persons who identify with more than one of the above race/ethnicity designations.

**Gender:** \_\_\_\_\_ Male \_\_\_\_\_ Female

How did you learn about this position? \_\_\_\_\_

Please return your completed voluntary disclosure form to Linda Joicevicz, Affirmative Action Coordinator,  
Santa Clara University, 500 El Camino Real, Santa Clara, CA 95053, or fax: 408 554-2311  
E-mail: [Ljocevicz@scu.edu](mailto:Ljocevicz@scu.edu). Thank you for your cooperation.